



WESTFIELD-WASHINGTON ADVISORY PLAN COMMISSION

FIRST MEETING

May 25, 2010

1006-DP-05 & 1006-SIT-05

Exhibit 1

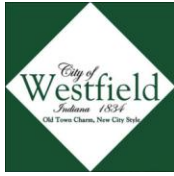
PETITION NUMBER:	1006-DP-05 & 1006-SIT-05	
SUBJECT SITE ADDRESS:	800 Sycamore Street	
PETITIONER:	Montessori School of Westfield	
REPRESENTATIVE:	William Lyman	
REQUEST:	Development Plan and Site Plan Review of a 1,200 square foot building addition.	
CURRENT ZONING:	LB – Local Business	
CURRENT LAND USE:	Private School	
APPROXIMATE ACREAGE:	3 acres	
ASSOCIATED PETITIONS:	None	
EXHIBITS:	1. Staff Report	
	2. Aerial Location Map	
	3. TAC Letters	
	4. Petitioner's Plans	
STAFF REVIEWER:	Kevin M. Todd, AICP	
ZONING HISTORY:	97-AP-19	Development Plan Review for school building.
	0403-DP-11 & 0403-SIT-08	Development Plan and Site Plan Review for 2,400 sq. ft. building addition.
	0404-VS-005 & 0404-VS-006	Variances of Standard for minimum lot size and road frontage.
	1007-VS-04	Variances of Standard for buffer yard width, buffer yard plantings, and an amendment to the condition of approval for 0404-VS-006

PETITION HISTORY

This petition was reviewed by the Technical Advisory Committee on May 25, 2010. On August 10, 2010, the Board of Zoning Appeals approved variance request 1007-VS-04. This petition is scheduled to be considered at a public hearing on August 16, 2010 at the Advisory Plan Commission (the "APC") Meeting.

PROCEDURAL

- Requests for Development Plan Review are required to be considered at a public hearing. The public hearing for this petition will be held on August 16, 2010 at the Advisory Plan Commission meeting.
- Notice of the August 16, 2010 public hearing was provided in accordance with the APC Rules of Procedure.



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PROJECT DESCRIPTION

The proposed development plan is for a 1,200 square-foot library addition to the Montessori School of Westfield (the “Project”). The subject property is located between the eastern terminus of Sycamore Street and the Willow Creek Subdivision (the “Property”). The Property is located in the Local Business (LB) District and private schools are a permitted use. The Property is accessed from Sycamore Street. The proposed building addition would match the existing building.

On August 10, 2010, the BZA approved a variance request to reduce the western buffer yard from 40 feet to 30 feet. They also approved a request to reduce the eastern buffer yard plantings from 72 evergreen shrubs to 0 evergreen shrubs. Lastly, the BZA amended a previous condition of approval from variance 0404-VS-006. The amendment exempts this Project from being required to provide a second means of access to the Property.

DEVELOPMENT REQUIREMENTS (WC 16.04.165)

1. Zoning District Standards

	<u>PROPOSED</u>	<u>STATUS</u>
<u>Business Districts</u> (WC 16.04.050)		
A1. Group parking	NA	NA
A2. Dust-proof or hard-surface parking areas	Hard surface	Compliant
A3. Rear alley part of rear yard	NA	NA
A4. Loading/Unloading areas not required if not necessary	NA	NA
A5. Parking permitted in front yard	NA	NA
A6. Through lot, front yards provided on each street in LB, GB & LB-H	NA	NA
A7. Max building height increased if setback from front and rear property lines an additional 1 ft per 2 ft increase	NA	NA
A8. Chimneys, cooling towers, etc = no maximum height	NA	NA
A9. Plant screening abutting residential (East, West, North)	See Landscaping Standards below	See Landscaping Standards below
A10. APC review and approval	Plans submitted for APC review and approval	Awaiting APC vote
A11. No outside storage/display, except sidewalk sales	NA	NA
B. GO	NA	NA
C. GO-PD	NA	NA
D. LB	NA	NA
D1. Special Requirements	NA	NA



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D2. Permitted Uses – Schools and Kindergartens	School and Kindergarten	Compliant
D3. Special Exceptions	NA	NA
D4. Minimum Lot Area – 5.0 acres	3.0 Acres	Compliant, per Variance 0404-VS-005
D5. Minimum Lot Frontage on Road – 50'	40'	Compliant, per Variance 0404-VS-006
D6. Minimum Setbacks <ul style="list-style-type: none"> Front Yard (West) – 60' Side Yard (North) – 60' Side Yard (South) – 60' Rear Yard (East) – 60' 	<ul style="list-style-type: none"> 77' 255' 180' 114' 	<ul style="list-style-type: none"> Compliant Compliant Compliant Compliant
D7. Use of Required Yards		
a. Front yard adjacent of non-residential districts may include driveways	NA	NA
b. Front yard adjacent to residential districts may include driveways – Minimum 30' from Right-of-Way (West)	Parking area is 35 feet from ROW and is adequately maintained as green space	Compliant
c. Side and Rear Yards Adjacent to Non-Residential Districts - green space, may include interior access driveways (South & East)	Green Space	Compliant
d. Side and Rear Yards Adjacent to Residential Districts – green space, free from buildings (North & East)	Green Space, Parking Spaces	Compliant
D8. Maximum Building Height – 45' and not above 1:3 proximity slope line	16' and 1:3 slope	Compliant
D9. Minimum Ground Level Square Footage – Minimum: 800 square feet Maximum: 30,000 Square feet	1,200 sq. ft. addition plus appx. 9825 sq. ft. existing = Appx. 11,025 sq. ft. total	Compliant
D10. Parking (WC 16.04.120, 2)		
2a. Use – parking for passenger vehicles, patrons, occupants, or employees	Parking for patrons, occupants, employees	Compliant
2b. Location – on same lot as structure	Parking on same lot as structure	Compliant
2c. Computation – fractional spaces	NA	NA
2d. Collective Provisions – separate uses may provide parking collectively	NA	NA



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2e. Space Size – 10'x20'	16 parking spaces at 10'x20'	Staff is working with the petitioner to determine the number of spaces needed
2f. Access – <ul style="list-style-type: none"> 90 degree spaces = 24' aisle 60 degree spaces = 18' aisle 	<ul style="list-style-type: none"> 90 degree spaces = 24' aisle 60 degree spaces = 18' aisle 	<ul style="list-style-type: none"> Compliant Compliant
2g. In Yards – allowed in front & side yards <ul style="list-style-type: none"> Blacktop Surfacing Cement Wheel Stops Access Ramps 	<ul style="list-style-type: none"> Asphalt None depicted on front yard parallel spaces Flat surface 	<ul style="list-style-type: none"> Compliant Staff is working with the petitioner to update the plans Compliant
2h. Surfacing – dustless material	Asphalt	Compliant
2i. Lighting – NA	NA	NA
2j. Required Spaces	16 parking spaces	Staff is working with the petitioner to determine the number of spaces needed
D11. Loading & Unloading (WC 16.04.120,1) = 1 berth per 100,000 square feet of space	NA	NA
D12. Signs	NA	NA
E.LB-H	NA	NA
F. GB	NA	NA
G. SB	NA	NA
H. LB-PD & GB-PD	NA	NA
<u>2. Subdivision Control Ordinance</u>		
The Subdivision Control Ordinance is not applicable.		



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3. Development Plan Review (WC 16.04.165, D3)

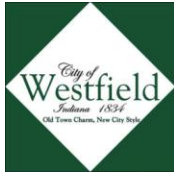
a. Site Access & Circulation

1. Access locations	Site access is not changing from existing conditions	Compliant
2. Safe & efficient movement to and from site	Site access approved via 1007-VS-04	Compliant
3. Safe & efficient movement in and around site	Crosswalks not depicted	Staff is working with the petitioner to update the plans

b. Landscaping (WC 16.06 et seq.)

	<u>Required</u>	<u>Proposed</u>	<u>+/-</u>
On-Site (1% impact)			
- Shade Trees	1	Under Review	Staff is working with the petitioner to ensure compliance
- Orn/Ev Trees	1	Under Review	Staff is working with the petitioner to ensure compliance
- Shrubs	1	Under Review	Staff is working with the petitioner to ensure compliance

Road Frontage	NA	NA	NA
Shade Trees			
Buffer Yard			
East Buffer Yard (40')		Under Review	Staff is working with the petitioner to ensure compliance
<ul style="list-style-type: none"> (Inst. against Com.) 1 evergreen tree and 5 evergreen shrubs per 30 linear feet 	<ul style="list-style-type: none"> 15' buffer yard 2 evergreen trees 0 evergreen shrubs (per 1007-VS-04) 		



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North Buffer Yard (30’)	<ul style="list-style-type: none">• (Inst. against SF2)• 1 evergreen tree and 5 evergreen shrubs per 30 linear feet	<ul style="list-style-type: none">• 40’ buffer yard• 1 evergreen trees• 5 evergreen shrubs	Under Review	Staff is working with the petitioner to ensure compliance
Interior Parking Lot	NA	NA	NA	NA
Perimeter Parking Lot	NA	NA	NA	NA
Wall-Softening (WC 16.06.040, K) – plant material every 40’ on ≥ 80’ walls	NA	NA	NA	NA
c. <u>Lighting</u> (WC 16.07.010)				
New lighting is not being proposed with this Project.				
d. <u>Signs</u>				
Sign review and approval has been delegated to staff and will be reviewed administratively under a separate application and review process.				
e. <u>Building Orientation</u>				
1. Finished façade – façades visible from public street or adjoining Residential District		Brick		Compliant
2. Loading spaces – not facing public street or adjoining Residential District		NA		NA
3. Outside storage – not permitted between building line and ROW or adjoining Residential District		None		Compliant
4. Mechanical equipment – completely enclosed. Ground-mounted = landscaped on all sides		Ground-mounted; screened by landscaping		Compliant



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f. <u>Building Materials</u> (<i>applicable to façades visible from public street or adjoining Residential District</i>)		
1. All brick, (OR, see 3f2 below)	Brick	Compliant
2. Two or more materials <ul style="list-style-type: none"> Primary material is brick or EIFS Primary material is minimum of 60% 	NA	NA
<u>5. Comprehensive Plan Compliance</u>		
The 2007 Comprehensive Plan identifies the Property as being in an area where “Suburban Residential”, “Local Commercial” and the “Downtown” areas converge. Institutional uses, such as schools, are appropriate in each of these three land use classifications.		
<u>6. Street and Highway Access</u>		
The Board of Zoning Appeals determined that the additional site access is not necessary for the Project (1007-VS-04). The Westfield Fire Department has indicated that they are satisfied with their current ability to access and serve the Property in the event of an emergency.		
<u>7. Street and Highway Capacity</u>		
The size of the Project does not warrant a traffic impact study.		
<u>8. Utility Capacity</u>		
There is sufficient capacity and availability of utilities to accommodate the Project.		
<u>9. Traffic Circulation Compatibility</u>		
The site access and circulation is not changing from the existing layout and are compatible with nearby existing and planned development.		
<u>PUBLIC POLICIES</u>		
<u>Comprehensive Plan-Feb 2007</u>		
The 2007 Comprehensive Plan identifies the Property as being in an area where “Suburban Residential”, “Local Commercial” and the “Downtown” areas converge. Institutional uses, such as schools, are appropriate in each of these three land use classifications.		
<u>Thoroughfare Plan-Feb 2007</u>		
The Thoroughfare Plan identifies Sycamore Street as a Local Roadway and makes no specific recommendations for Sycamore Street.		
<u>Parks & Recreation Master Plan-Dec 2007</u>		
The Westfield Parks & Recreation Master Plan makes no specific recommendation for the Property.		



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Water & Sewer System-Aug 2005

The Property is currently on both, the City's water and sewer systems.

Annexation

The Property is within the corporate boundaries of the City of Westfield.

Wellhead Protection-Ord. 05-31

The Property is not within a Wellhead Protection Area.

Plan Documentation

Pending compliance with any conditions, the petitioner will have provided the required documents.

<u>Required Submittals</u>	<u>Original</u>	<u>Amended</u>	<u>Status</u>
Application	05/03/10	-	Submitted
Fees	05/25/10	-	Paid
Legal Description	06/01/10	-	Submitted
Site Plan	05/03/10	08/05/10	Submitted
Location Map	05/03/10	-	Submitted
Landscape Plan	05/07/10	-	Under Review
Lighting Plan	NA	-	NA
Building Elevations	05/03/10	-	Submitted
Access & Circulation	08/05/10	-	Submitted

<u>Required Procedure</u>	<u>Original</u>	<u>Status</u>
Pre-Filing Conference	04/27/10	Meeting Held
TAC	05/25/09	Meeting Held
Notice - Sign on site	07/30/10	Posted
Notice- Newspaper	07/30/10	Published
Notice -Mail	07/30/10	Postmarked

STAFF COMMENTS

1. No action is required at this time.
2. Prior to the final deposition, the petitioner will make the necessary revisions to the plans, as addressed in this staff report. The Community Development Department staff will confirm compliance prior to this item being placed on the next APC agenda.
3. If any APC member has questions prior to the public hearing, then please contact Kevin Todd at 379.6467 or ktodd@westfield.in.gov.

KMT